



# Synthetic Turf Permit

**\*\* All Forms Listed Must Be Completed Fully.**

1. Permit Application
2. Copy of Survey Required
3. Area Calculation Form
4. Home Owner Affidavit Form
5. Home Owner Association Approval (if applicable)
6. Person Responsible for Project Form
7. Authorized Work Hours Form
8. Memorial Village Water Authority Approval
9. Tree Disposition Form
10. Provide Detail Turf Specification (Dimensions and Material Type)
11. Engineered Drainage Plan
12. Two Complete Sets of Plans Required
13. List Codes to be Used
14. All Applications are to be **dropped-off** to the city.

## **Helpful Notes**

- Synthetic Turf permit requests require plan review by the plan examiner, city engineers, and the City Forester.
- Area calculations are calculated into the lot coverage.
- Drainage plans must be approved prior to the issuance of a turf permit.
- No inlets directly in the artificial turf area can be covered up.
- All inlets are to remain open and unobstructed, so please design accordingly.

## **Plan Examiners**

- Jason Bienek
- Cary Moran
- Aaron Croley with HDR Engineering Co.



**Building, Planning & Development Department**  
**PERMITS AND INSPECTIONS DIVISION**  
7676 Woodway Dr, Suite 300  
Houston, Texas 77063  
Phone: (713) 782-1757 / Fax: (713) 782-3178  
bldgofficial@pineypt.org

## **PERMIT APPLICATION REQUEST**

**(ALL INFORMATION IS REQUIRED)**

### **PROPERTY OWNER INFORMATION**

DATE: \_\_\_\_\_  
SITE ADDRESS: \_\_\_\_\_  
LOT: \_\_\_\_\_ BLOCK: \_\_\_\_\_ SUBDIVISION: \_\_\_\_\_  
PROPERTY OWNER: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
PHONE NUMBER: \_\_\_\_\_ MOBIL: \_\_\_\_\_  
FAX NUMBER: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

### **CONTRACTOR INFORMATION**

CONTRACTOR COMPANY NAME: \_\_\_\_\_  
CONTACT NAME: \_\_\_\_\_ STATE LICENSE# \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
PHONE NUMBER: \_\_\_\_\_ MOBIL: \_\_\_\_\_  
FAX NUMBER: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

**TOTAL COST OF IMPROVEMENTS:** \$ \_\_\_\_\_

### **TYPE OF PERMIT**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> ACCESSORY STRUCTURE | <input type="checkbox"/> ELECTRICAL           | <input type="checkbox"/> NEW SINGLE FAMILY |
| <input type="checkbox"/> ADDITION            | <input type="checkbox"/> FENCE                | <input type="checkbox"/> PLUMBING          |
| <input type="checkbox"/> DECKING             | <input type="checkbox"/> FIRE SPRINKLER       | <input type="checkbox"/> REMODEL           |
| <input type="checkbox"/> DEMOLITION          | <input type="checkbox"/> GENERATOR            | <input type="checkbox"/> ROOF              |
| <input type="checkbox"/> DRAINAGE            | <input type="checkbox"/> HVAC                 | <input type="checkbox"/> SWIMMING POOL     |
| <input type="checkbox"/> DRIVEWAY/FLATWORK   | <input type="checkbox"/> IRRIGATION SPRINKLER | <input type="checkbox"/> OTHER             |

IF OTHER, PLEASE SPECIFY: \_\_\_\_\_

**JOB DESCRIPTION / DETAILED SCOPE OF WORK**

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**(Job description and detailed scope of work is required.)**

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SIGNATURE OF APPLICANT

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PRINT NAME OF APPLICANT

**(Signatures are required for all applications.)**

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SIGNATURE OF HOMEOWNER

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PRINT NAME OF HOMEOWNER

**(Homeowner signatures are required for all new single-family homes, additions, and renovations.)**

THE UNDERSIGNED, IN ACCORDANCE WITH PROVISIONS OF THE BUILDING AND ZONING ORDINANCES OF THE CITY OF PINEY POINT VILLAGE, HEREBY APPLIES FOR THE PERMIT DESCRIBED HEREIN. APPLICANT HEREBY CERTIFIES THAT ALL PROVISIONS OF THE BUILDING LAWS AND ORDINANCES WILL BE COMPLIED WITH AND THAT ALL STATEMENTS MADE HEREIN ARE TRUE AND CORRECT.

**NOTE:** No use of any building is permitted without a Certificate of Occupancy, including the storage of any items. Use of building prior to issuance of a Certificate of Occupancy will require the gas and electric to be terminated. Not to exclude other penalties. The City of Piney Point Village has the right to include the current resident/home owner in every aspect of the building permitting process.

# Area Calculations Form

Property Address: \_\_\_\_\_ Date: \_\_\_\_\_

Type of Permit: \_\_\_\_\_

Area of Lot: \_\_\_\_\_ Square Footage: \_\_\_\_\_

## Lot Coverage Calculations

	Existing Area	Proposed Area	Total Area
Main Structure (Total Covered Area)			
Accessory Structure			
Driveways, Walkways & Sidewalks			
Pool and Pool Decking			
<b>Total Lot Coverage</b>			

Percent of Lot Coverage by Main Structure:

Area of Main Structure/ (divided by)	Area of Lot	=	30% Max Coverage

Percent of Lot Coverage by Main Structure:

Total Lot Coverage/ (divided by)	Area of Lot	=	50% Max. Coverage

Reference, City of Piney Point Code of Ordinances, Chapter 74- Section, 244. Regulations. (g)

The undersigned, in accordance with the provisions of the Zoning Ordinance of the City of Piney Point Village, hereby certifies that all statements made herein are true and correct.

**Signature of Property Owner and/or Applicant:** \_\_\_\_\_

**Name of Company:** \_\_\_\_\_





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**Important Contractor**  
**Notification & Acknowledgement**  
**NO WORK ON SUNDAYS**

**Sec. 10-1. - Time limitations on building activities.**

(a) It shall be unlawful for any person to cause, permit or perform any construction, renovation, alteration, repair or demolition of any building or structure, or any excavation related thereto ("building activities"), within the city, except between the hours of 7:00 a.m. and 7:00 p.m. on Mondays through Fridays, and between the hours of 8:00 a.m. and 6:00 p.m. on Saturdays. All building activities are strictly prohibited on Sundays and Holidays. Holidays shall include Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, and New Years Day.

(b) The provisions of subsection (a) shall not apply to any construction, renovation, alteration, repair, demolition or related excavation which is conducted by a governmental entity, or for which a city permit is not required.

(c) The city building official is hereby authorized and directed to issue stop work orders as are necessary to assure compliance with the provisions of this section.

(d) Any person who shall violate any provision of this section shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined as prescribed in section 1-11.

(Ord. No. [20.02.24.B](#), § 1, 2-24-20)

**Cross reference**— Environment, [ch. 26](#).

**Sec. 10-6. - Penalty for violation of chapter.**

Any person who shall violate or cause to be violated any provision of this chapter, including a provision of a code adopted by this chapter, or who shall fail to comply with any of the requirements of this chapter or any code adopted by this chapter, shall be deemed guilty of a misdemeanor and, upon conviction, shall be punished as provided in [section 1-11](#) of the City Code. Each such person shall be deemed guilty of a separate offense for each violation and for each day during which any violation is committed or continued.

(Ord. No. [20.02.24.B](#), § 1, 2-24-20)

I have read all of the contractor work hours for the City of Piney Point Village and acknowledge the required work hours and violations. I am aware that no work shall be performed on Sundays for projects that are currently under construction.

Date: \_\_\_\_\_

Print Name of Applicant: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Project Address: \_\_\_\_\_

Project Type: \_\_\_\_\_



**MEMORIAL VILLAGES WATER AUTHORITY**  
 8955 GAYLORD DRIVE, HOUSTON, TEXAS 77024-2903  
 PH: 713-465-8318    Email: Info@MVWA.ORG    FAX: 713-465-8387

## APPLICATION FOR CONSTRUCTION PROJECT APPROVAL

(TYPE OR PRINT) Incomplete or illegible applications may be delayed in processing.

Date: \_\_\_\_\_

PROJECT LOCATION

APPLICANTS NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

RETURN ADDRESS: \_\_\_\_\_ CITY OF: Hedwig – Hunters Creek – Piney Point  
(If different than project address)

City, State, Zip: \_\_\_\_\_ SIGN: \_\_\_\_\_

(HM) \_\_\_\_\_ (Ofc) \_\_\_\_\_ (Cell) \_\_\_\_\_

**THIS APPLICATION IS FOR:** (check all that apply)

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Fence Construction<br><small>(Submit plans)</small>                                 | <input type="checkbox"/> Driveway/sidewalk<br><small>(Submit plans)</small> | <input type="checkbox"/> Drainage Plan<br><small>(Submit plans)</small> |
| <input type="checkbox"/> Other - Describe: _____<br><small>(Submit construction plans if applicable)</small> |   |   |

COMMENTS: \_\_\_\_\_

**NOTE:** ALL PLANS SHALL SHOW LOCATION OF EXITING WATER METER(S), SANITARY SEWER CLEANOUTS, MANHOLES, FIRE HYDRANTS, WATER VALVES and EASEMENTS.

DO NOT WRITE BELOW THIS LINE

DO NOT WRITE BELOW THIS LINE

### MVWA ACTION TAKEN

**APPROVED**     **APPROVED as noted**     **RE-SUBMIT as noted**     **DENIED as noted**

Fence Construction - \_\_\_\_\_

Driveway/sidewalk - \_\_\_\_\_

Drainage Plan - \_\_\_\_\_

Other - \_\_\_\_\_

Acknowledgement by Owner/Representative

MVWA Official

\_\_\_\_\_  
**Print Name, Initial & Date** (at the time form is picked up)

\_\_\_\_\_



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## Tree Disposition Plan

Date: \_\_\_\_\_

Project Address: \_\_\_\_\_

SQ FT of Property: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Owner: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

The following items must be attached:

- Trees Removed YES \_\_\_\_\_ NO \_\_\_\_\_
- Tree Survey (signed by a certified forester)
  - Specie, Trees 3" > DBH
  - Narrative/Report on Trees  
(i.e. removals, replacements, treatments)
- Proposed Site Plan

Project (Please circle one of the following)

New Single Family Dwelling                  Remodel/Addition                  Pool  
 Garage                                  Demolition                                  Tree Removal                  **Other: Synthetic Turf**

I hereby certify that I have completed the above information to the best of my ability. I understand that any information submitted in error will result in Tree Disposition Plans and Surveys being returned and an additional re-checking fee being assessed.

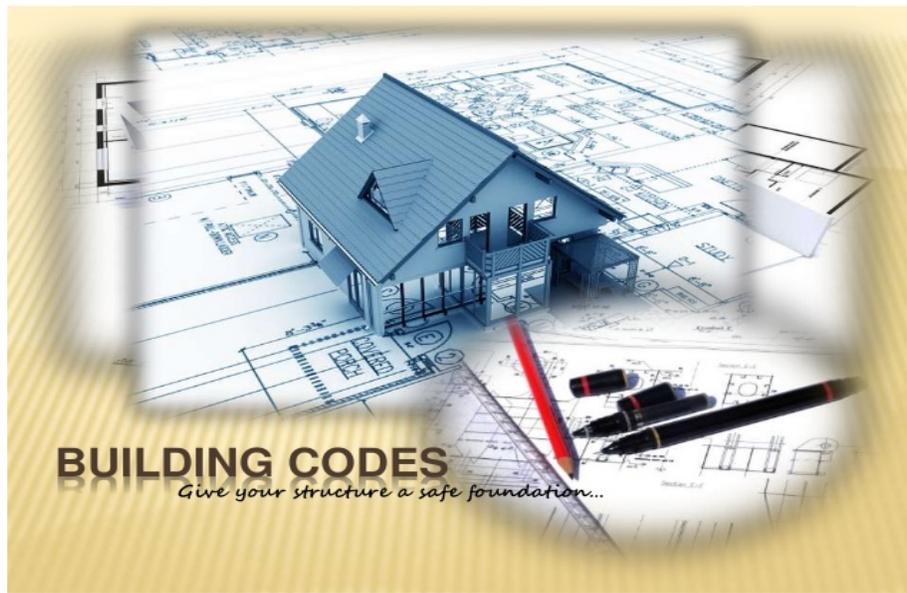
Signature: \_\_\_\_\_ Date \_\_\_\_\_

Name (Print): \_\_\_\_\_ Title \_\_\_\_\_

City Forester: \_\_\_\_\_ Date \_\_\_\_\_

**NO OTHER TREE REMOVALS WITHOUT REVISED TDP AND CITY APPROVAL.**

City Urban Forester – Cary Moran – (832) 952-1136 – cary@pineypt.org



## New Building Codes

### International Residential Code

- IRC 2018

### International Fire Code

- IFC 2018

### International Plumbing Code

- IPC 2018

### International Mechanical Code

- IMC 2018

### International Energy Code Council

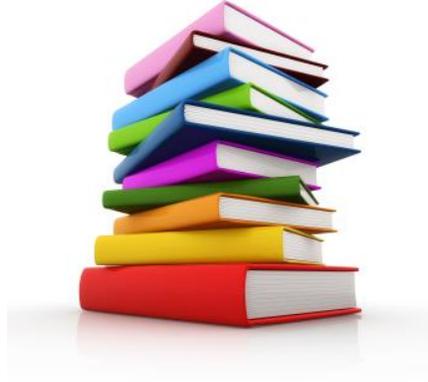
- IECC 2018

### National Electrical Code

- NFPA 70 2020

# For All Code Information

Please go to [www.municode.com](http://www.municode.com)



Go to:

**Municode Library**

Click on:

**State of Texas**

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**Piney Point Village**

